

EMERGENCY SERVICES CAPTAIN

GENERAL DEFINITION OF WORK:

FLSA Status: Non-Exempt

Performs complex protective service and intermediate administrative work providing administrative support and supervising and commanding fire and emergency medical services; does related work as required. Work is performed under emergency conditions and frequently involves considerable personal hazard. Work is performed under general supervision. Supervision exercised over division personnel.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

Providing administrative support; supervising and commanding fire services, hazardous materials, tactical rescue, emergency medical response and station operations; training personnel; managing equipment, apparatus and station maintenance; maintaining records and files; preparing reports.

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Plans, organizes, directs, coordinates and evaluates the activities of the operations division to ensure consistency of policies and procedures; supervises other subordinate personnel in the resolution of difficult personnel and organizational issues; evaluates subordinates.
- Cooperates with other units of the fire service and other County and state agencies to coordinate activities on the incident scene.
- Responds to fire, EMS and HazMat incidents providing and/or supervising activities for life, safety, incident stabilization and property/environmental conservation; acts as incident commander.
- Responds to fire alarms; drives fire apparatus and/or operates fire pumps, fights fires and performs rescues and renders advanced life support as required; attends and assists in the instruction of departmental training.
- Completes and maintains accurate records of activities; conducts research and presents recommendations.
- Schedules, selects and deploys personnel assigned to fire rescue stations; directs the daily operation of emergency service delivery; evaluates subordinate personnel; reviews and approves time sheets for all personnel assigned to the operations division.
- Assists with the recruitment and selection of personnel; assists and/or supervises the physical agility testing of new candidates.
- Supervises the scheduling for recertification and continuing education for all response/operations personnel.
- Oversees prevention activities of the operations division including injury and fire prevention.
- Oversees the activities of the hazardous materials officer; supervises pre-incident planning and inspections; supervises the processing and maintaining of fire incident report data.
- Performs related tasks as required.

KNOWLEDGE, SKILLS AND ABILITIES:

Thorough knowledge of the principles, practices, techniques and procedures of fire suppression, emergency medical operations and hazardous materials incident control; thorough knowledge of department rules and regulations; thorough knowledge of the physical lay out of the County and the location of important buildings; thorough knowledge of supervisory principles and practices; ability to effectively supervise others in routine and emergency operations; ability to initiate and maintain reports and department records; ability to establish and maintain effective working relationships with associates and the general public.

EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to graduation an accredited community college with major course work in fire science, emergency medical services or related field and extensive experience in fire suppression and emergency medical services.

PHYSICAL REQUIREMENTS:

This is medium work requiring the exertion of 50 pounds of force occasionally, up to 20 pounds of force frequently, and up to 10 pounds of force constantly to move objects, and some heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires climbing, balancing, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, grasping, feeling, and repetitive motions; vocal communication is required for conveying detailed or important instructions to others accurately, loudly, or quickly; hearing is required to receive detailed information through oral communications and/or to make fine distinctions in sound; visual acuity is required for depth perception, night vision, peripheral vision, preparing and analyzing written or computer data, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to extreme heat, noise, vibration, hazards, atmospheric conditions, oils, and wearing a self contained breathing apparatus. The worker may be exposed to bloodborne pathogens and may be required to wear specialized personal protective equipment.

SPECIAL REQUIREMENTS:

Possession of an appropriate driver's license valid in the Commonwealth of Virginia. Possession of Firefighter II, Fire Officer I, HazMat Operations, EMT-Paramedic, EVOC III, Strategy and Tactics, Driver/Pump Operator and ICS certifications. Must meet and maintain all minimum state and local training and education requirements for the position.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.